



CANNON BUILDING  
861 SILVER LAKE BLVD., SUITE 203  
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE  
**DEPARTMENT OF STATE**

DIVISION OF PROFESSIONAL REGULATION

TELEPHONE: (302) 744-4500  
FAX: (302) 739-2711  
WEBSITE: WWW.DPR.DELAWARE.GOV

<b>PUBLIC MEETING MINUTES:</b>	<b>REAL ESTATE EDUCATION COMMITTEE</b>
<b>MEETING DATE AND TIME:</b>	<b>Thursday, June 7, 2012 at 9:30 a.m.</b>
<b>PLACE:</b>	861 Silver Lake Boulevard, Dover, Delaware <b>Conference Room A</b>
<b>MINUTES APPROVED</b>	07/05/2012

**MEMBERS PRESENT**

Doug Doyle, Kent County, Professional Member, Chairperson  
Dee Henderson Hake, Kent County, Professional Member, Vice Chairperson  
Danielle Benson, New Castle County, Professional Member  
Tom Burns, Kent County, Professional Member  
Al Hause, Kent County, Public Member  
Donna Klimowicz, New Castle County, Professional Member  
Casey Price, Sussex County, Professional Member  
Tammy Reagan, Sussex County, Professional Member  
Tim Riale, Sussex County, Professional Member  
Elaine Woerner, New Castle County, Professional Member

**DIVISION STAFF**

Jessica Williams, Administrative Specialist II

**ALSO PRESENT**

Karen Alleva, NCCBOR  
Crystal Hudson, SCAOR  
Regina Lundeen, DAR  
Denise Tatman, DAR

**CALL TO ORDER**

Mr. Doyle called the meeting to order at 9:39 a.m.

**REVIEW OF MINUTES**

A motion was made by Mr. Riale, seconded by Ms. Benson, to approve the May 3, 2012, minutes as presented. Motion unanimously carried.

**UNFINISHED BUSINESS**

Review Previously Tabled Course Provider Application Submitted by The CE Shop, Inc., for the Course Titled "BPO's: The Agents Role in the Valuation Process"

The Committee reviewed and discussed the previously tabled course provider application. A motion was made by Ms. Klimowicz, seconded by Mr. Burns to approve the course "BPO's: The Agents Role in the Valuation Process". Motion carried with Ms. Benson, Ms. Henderson Hake, Ms. Reagan and Ms. Woerner opposed.

## **NEW BUSINESS**

### **Update from the Commission – Mr. Doyle**

Mr. Doyle advised the Committee that the proposed Education Guidelines and Rules and Regulations passed at the Commission's public hearing held on May 10, 2012. As of July 11, 2012, the new guidelines and regulations will become effective.

Mr. Burns inquired as to whether or not the Committee should create new strategies or parameters for the new requirements.

Mr. Doyle encourage that all members of the Committee review the guidelines as well as the regulations, prior to them going in to effect. He also requested that if a member of the public asks a Committee member a question regarding the new regulations, and the member is unsure of how to answer the question, the member refer them to the Commission's office. Mr. Doyle also advised the Committee that next month they will be looking at applications to recommend approval/denial of courses for the new modules.

Ms. Benson inquired about updating the new applications. Ms. Williams advised the Committee that she is currently in the process of updating the applications.

Ms. Woerner questioned if the Commission would make any additional changes to the regulations prior to signing the final Order. Ms. Williams informed the Committee that if non-substantive changes were to be made to the regulations that the proposed changes would need to be published and the Commission would have to schedule another public hearing.

### **Review Letters of Intent and Course Evaluations**

A motion was made by Mr. Riale, seconded by Ms. Henderson Hake, to accept the letters of intent and course evaluations as submitted. Motion unanimously carried.

### **Review of Course Provider Applications**

A motion was made by Mr. Burns, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval of the following item as noted below. Motion unanimously carried.

#### **Course Provider: University of Delaware**

Course Title: Place Making Economic Development Strategies in Today's RE  
Market **Approved**  
Credit Hours: 2.0

#### **Course Provider: The Commercial Real Estate School of Tristate**

Course Title: Real Estate & Ethics **Approved Contingent upon Receipt of  
Clarification of which Articles will be Reviewed in the Course**  
Credit Hours: 2.0

#### **Course Provider: Association of Realtors School**

Course Title: Valuation of Residential Real Estate **Approved**  
Credit Hours: 15.0

Course Title: CRB Elective – Real Estate is Risky Business     **Approved**  
Credit Hours: 12.0

Course Title: ePro     **Approved**  
Credit Hours: 7.0

Review of Instructor Applications

A motion was made by Ms. Reagan, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval of the following items as noted below. Motion carried with Ms. Benson abstaining from her application.

Heidi Gilmore     **Approved**  
Continuing Education: Legislative Update

Pre-Licensing Course: Real Estate Law

Broker's Course: Real Estate Documents; Legal & Governmental Aspects of Real Estate

Danielle Benson     **Approved**  
Continuing Education: All Course Modules 1-7

Pre-Licensing Course: Orientation; Real Estate Sales

Broker's Course: Brokerage; Real Estate Documents; Ethics

Shirley Kalvinsky     **Approved**  
Continuing Education: Legislative Update; Salesperson Core Course; Broker Core Course; Delaware Real Estate Commission Property Management Course; New Modules 1-7; New Sales Agent Modules 1-4; Professional Enhancement: Business Planning; Road to Success; Procuring Cause; Ethics

Pre-Licensing Course: Orientation; Real Estate Sales; Real Estate Mathematics

Broker's Course: Brokerage; Real Estate Documents; Valuing Real Property; Financing; Ethics; Legal and Governmental Aspects of Real Estate; Real Estate Investment; Mathematics

Stefanie Hahn     **Approved**  
Continuing Education: Professional Enhancement: Be Google-Tastic

Review Student Requests for Approval of Educational Activity

A motion was made by Mr. Riale, seconded by Ms. Henderson Hake, to recommend to the Real Estate Commission approval, denial or tabling of the following items as noted below. Motion unanimously carried.

Student Name: David Wirth     **Approved**  
Course Title: Seller Representative Specialist  
Course Provider: Polley Associates  
Credit Hours: 15.0

Student Name: Holly Patrick     **Denied – Maryland Specific**

Course Title: Maryland Ethics – Predatory Lending  
Course Provider: Frederick Academy of Real Estate  
Credit Hours: 3.0

Student Name: Holly Patrick      **Denied – Maryland Specific**  
Course Title: Maryland Fair Housing  
Course Provider: Frederick Academy of Real Estate  
Credit Hours: 1.5

Student Name: Pamela Meding      **Denied – Outline was Not Submitted**  
Course Title: Real Estate Ethics and Predatory Lending  
Course Provider: GBBR  
Credit Hours: 3.0

Student Name: Pamela Meding      **Denied – Maryland Specific**  
Course Title: Live Baltimore; Selling City Neighborhoods  
Course Provider: GBBR  
Credit Hours: 3.0

Student Name: Christopher Payne      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Tanya Gibbs      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Lynn Morrow      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Terry Best      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Adrienne Weber-Schwandtner      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Beverly Foote      **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Teresa Graham      **Tabled – Modules are not in existence at this time**  
Course Title: NAR Ethics

Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Gertrude Hillman   **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Beth Bozman   **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Marisa Chaves   **Tabled – Modules are not in existence at this time**  
Course Title: Module 2 – NAR Ethics  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Brenda Archer-Nichols   **Tabled – Modules are not in existence at this time**  
Course Title: Module 1 – Agency & Fair Housing  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: JoAnn Campbell   **Tabled – Modules are not in existence at this time**  
Course Title: Module 1 – Agency & Fair Housing  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Katherine Panco   **Tabled – Modules are not in existence at this time**  
Course Title: Module 1 – Agency & Fair Housing  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Katherine Panco   **Tabled – Modules are not in existence at this time**  
Course Title: Module 5 – Legislative Issues  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: Brenda Archer-Nichols   **Tabled – Modules are not in existence at this time**  
Course Title: Module 5 – Legislative Issues  
Course Provider: SCAOR  
Credit Hours: 3.0

Student Name: JoAnn Campbell   **Tabled – Modules are not in existence at this time**  
Course Title: Module 5 – Legislative Issues  
Course Provider: SCAOR  
Credit Hours: 3.0

### **Correspondence**

There was no correspondence.

**Other Business Before the Committee** (for discussion only)

Ms. Henderson Hake inquired about the impact on course providers and licensees who are requesting approval for a course prior to the new guidelines being effective. Mr. Doyle advised Ms. Henderson Hake, that there were no negative impacts on the applications which were on the agenda, and the recommendations that will be made during the July month, would be reviewed under the new guidelines, since the Commission meets one day after the guidelines and regulations are effective.

Mr. Doyle asked if the Committee had any questions for the Commission meeting scheduled for June 14, 2012. Ms. Henderson Hake, requested that Mr. Doyle ask for guidance regarding course providers and/or instructors who are currently approved, and if they would need to submit another application and fee to become approved for the modules. The Committee would like to request that if an approved course provider or instructor requests approval for a module (for a course that is approved), that they not pay the fee.

Ms. Hake Henderson stated that people have contacted her wanting to take the salesperson core course for the previous licensure cycle and others want to attend the class to obtain credit for this licensure cycle. Mr. Doyle advised the Committee, that there is no provision in the guidelines for courses to be made retroactive; therefore, if a licensee takes the salesperson core course prior to the new guidelines becoming effective, they would have to submit a student CE request.

Mr. Burns inquired as to whether or not the Committee has an obligation to contact course providers and update them about the regulatory changes.

**Public Comment**

There was no public comment.

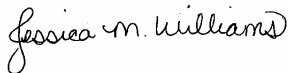
**Next Scheduled Meeting**

The next meeting will be held on Thursday, July 5, 2012 at 9:30 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**Adjournment**

There being no further business, Ms. Henderson Hake made a motion, seconded by Ms. Benson, to adjourn the meeting. Motion unanimously carried. The meeting adjourned at 11:15 a.m.

Respectfully submitted,



Jessica M. Williams  
Administrative Specialist II